



TAVISTOCK PRIMARY & NURSERY SCHOOL

Minutes of the Full Governing Board (FGB) Meeting Tuesday 15th October 2024, 6pm, Tavistock Primary and Nursery School

Please note: This meeting is open to the public. Meeting dates are published in the school newsletter and on the website. If you would like to attend, please notify the Clerk to the Governors.

CHAired BY: Sue James	SJ	CLERKED BY: Kirsten Wake	KW
PRESENT: Nicky Collett (NC), Pat Dickinson (PD), Pete Easton (PE), Laura Handel (LH), Sue James (SJ), Chrissie Owens (CO), Matt Page (MP), Nicole Statton (NS), Kirsten Wake (KW), Karen Wright (KWR)			
APOLOGIES: Tim Bonney (TB)			
NIL HEARD FROM: Nil			

FG24/25_11	<p><u>Welcome and Introductions</u> <u>Apologies for absence</u> Apologies received and accepted from Tim Bonney.</p>	DECISION
FG24/25_12	<p><u>Business/Pecuniary Interest Register</u> None declared.</p>	DECISION
FG24/25_13	<p><u>Vision – Where are we now?</u> <u>Minutes from the last meeting</u> Minutes were approved and signed by the Chair with one amendment. Proposed by NS, seconded by PD. One amendment. Sue James was elected as Chair. Page 1.</p> <p><u>Actions from the last meeting</u> <u>Review and approval of FGB documents.</u> Governors were reminded to complete the following forms either online or using the paper copy in the office.</p> <ul style="list-style-type: none"> • Register of Business Interests • General Skills Audit • Financial Skills Audit <p>UPDATE: Governors were reminded to update their documents, with particular attention to the financial skills audit where governors might find that they have upskilled since the last year.</p> <p><u>Safeguarding</u> KW to bring a sign sheet to the next meeting, for Governors to confirm they have read KCISE. UPDATE: One absence, to be signed at next meeting.</p> <p><u>Policies</u> KW to send the following policies to Governors for review: Child Protection and Safeguarding Teachers Pay UPDATE: Policies approved by Governors.</p> <p><u>Actions from previous meetings</u> <u>Tuesday 11th June 2024</u> <u>FG23/24 66</u> <u>Summer Term Monitoring</u> MP and MS will submit final monitoring forms. UPDATE: C/F MP</p> <p><u>Tuesday 20th February 2024</u> <u>FG 23/24 43</u> <u>Vacancies – Staff, Parent, Partnership</u> Parent governor vacancy to be highlighted at new parent meeting on 16th July. UPDATE: KWR to publish vacancy to parents. UPDATE: KW to give teachers poster advertising parent governor vacancy for parents evening.</p>	<p>DECISION</p> <p>ALL GOVS</p> <p>ACTION KW</p> <p>COMPLETED</p> <p>C/F MS/MP</p> <p>ACTION KWR</p> <p>ACTION KW</p>



	<p>UPDATE: JH has resigned as governor. Vacancies now include 2 x partnership and 1 x parent governor positions. KW to add partnership vacancies to the link on the latest DAG newsletter.</p> <p>Partnership governor vacancy. Poster to be designed for September KWR. UPDATE: c/f</p>	<p>ACTION KW</p> <p>ACTION KWR</p>
FG24/25_14	<p><u>Partnership Working Discussion</u></p> <p>LH gave an update on the partnership working investigations which have been undertaken.</p> <p>Our previous Local Authority adviser noted that Horrabridge, Mary Tavy and Tavistock Primary School were the only local schools not already in a partnership. 3 Multi Academy Trusts have been researched further as options for partnership working.</p> <p>Both Horrabridge Primary and Tavistock Primary found An Darras and Connect to be extremely welcoming and helpful. However, they have not found any particular benefits of either school joining a MAT in the immediate future.</p> <p>The new LA adviser is not focussing on schools joining MATs. Governors noted that Horrabridge and Tavistock are still open to further exploring joining MATs, but are not actively trying to join a MAT at present.</p> <p>Q1. What are the financial implications of joining a MAT? (MP) A1. There will be an impact, but it is very difficult to measure. (LH)</p> <p>Governors agreed to add Partnership Working to the agenda every 3 months.</p>	<p>CHALLENGE</p> <p>DECISION</p>
FG24/25_15	<p><u>SSIP 2024-25</u></p> <p>The SSIP is nearing completion. SLT have reviewed. Key aims are on the Headteacher's Report. Julie Norman, LA adviser has seen and approved the draft version.</p>	
FG24/25_16	<p><u>Autumn Term Monitoring</u></p> <p>PE to undertake governor monitoring of attendance. Finance meeting to be held 19th November 2024, 2pm – PE, SJ, LH, KWR Pay Committee meeting to be held 5th November 2024 – PE, SJ, TB, MP, LH, KWR</p>	<p>DECISION</p> <p>DECISION</p> <p>DECISION</p>
FG24/25_17	<p><u>Headteacher's Report</u></p> <p>Questions regarding Appendix 1 Behaviour Incidents log:</p> <p>Q2. In the meeting at the end of the last academic year, it was mentioned that children would be removed from class when a child is dysregulated. Has this strategy been implemented? If so, should it be recorded in the log? (NS)</p> <p>A2. During Ofsted inspection the inspector witnessed a child being removed from class. Strategy is not to remove children, but to evacuate a space instead. If children are evacuated, that is recorded on CPOMS. NS suggested adding the log of evacuations to the report. LH to action.</p> <p>Q3. For the children needing inside playtimes, do they get movement breaks at other times? Are they having this due to incidents occurring on the playground or in lesson time? (NS)</p> <p>A3. Missed playtimes are for teachers to discuss a child's behaviour. They will then be given movement breaks after playtimes.</p>	<p>CHALLENGE</p> <p>ACTION LH</p> <p>CHALLENGE</p> <p>CHALLENGE</p>



	<p>Q4. How do the number of incidents compare to other years? (NS)</p> <p>A4. We do not have that information because this is a new behaviour policy.</p> <p>NS commented that the log is a useful tool to monitor when incidents happen and to analyse for any patterns.</p> <p>Questions regarding Appendix 2 Review report: 'Staff reading with children must ensure the books are well matched so that children are not spending the whole time sounding out every word'</p> <p>Q5. Are TA's matching books to children? Do you feel they all have the correct training/expertise for this? Could the use of teacher expertise be used to ensure this happens? (NS)</p> <p>A5. Teachers lead on which books the children are matched to. LH and NC are making learning walks to listen to children read. Year 6 volunteers have been recruited as reading ambassadors. They will be trained by LH and NC.</p> <p>Question regarding Appendix 3 EOY data:</p> <p>Q6. With 57 % of R children achieving GLD in Reading at the end of the last academic year, have you got a prediction for this year's phonics screening? How will it compare with the 72% passed last year? Are interventions in place for those whom need it? (NS)</p> <p>A6. There are a significant number of children who have SEND need and who are unlikely to achieve. Prediction at present would be high 70%. Ms Holden is starting additional interventions from next week.</p> <p>Q7. Behaviour log. Is there a consistency in reporting of incidents, considering the significant difference between incidents at playtime/lunchtime and lesson time. (NS)</p> <p>A7. LH confirmed that staff are working on the needs of children during lesson time and whether those who are not ready to learn are having their needs met. KS1 leader has provided a new offering for some children who were not ready to learn at the same time as others. LH confirmed that she is confident staff are correctly categorising incidents.</p>	<p>CHALLENGE</p> <p>CHALLENGE</p> <p>CHALLENGE</p>
<p>FG24/25_18</p>	<p><u>Safeguarding</u></p> <ul style="list-style-type: none"> • Keeping Children Safe in Education • One Minute Guides – Governors confirmed that they have read the OMGs. 	
<p>FG24/25_19</p>	<p><u>Policies</u></p> <ul style="list-style-type: none"> • Child Protection and Safeguarding – PD proposed, MP seconded • Teachers Pay - Proposed MP, seconded NS. <p>Q8. What is the '2023 Document' that is mentioned in the policy? (MP)</p> <p>A8. KWR confirmed that this is the latest document, following the government timescale of approving a new version.</p> <p>Q9. Who performs the annual review of the 'Recruitment and Retention Incentives Benefits'? (MP)</p> <p>A9. No incentives on place. If there were, they would be brought to Pay Committee.</p>	<p>DECISION</p> <p>DECISION</p> <p>CHALLENGE</p> <p>CHALLENGE</p>
	<p><u>Meeting Closed 19:18</u></p>	



TAVISTOCK PRIMARY & NURSERY SCHOOL

These minutes are agreed

*Without amendment / with the following amendments (*please delete as appropriate):

Signed:

Dated:

A list of acronyms can be found at <https://www.nga.org.uk/Glossary.aspx>